

PERMIT APPLICATION (NOT A PERMIT)

Department of Parks, Recreation and Human Services
Bureau of Parks and Recreation
400 Dewey Avenue
Rochester, NY 14613
585-428-6755

**THIS APPLICATION WILL NOT BE ACCEPTED UNLESS IT
IS SIGNED AND WITNESSED BY A NOTARY PUBLIC OR
COMMISSIONER OF DEEDS AND THE \$10.00 PROCESSING
FEE IS ATTACHED.**

FOR OFFICE USE ONLY:	
Fee	
Paid (Receipt #)	()
Balance	
Facility Director	
Master List	
Proof of ID	
Permit Number	
Revised 8/20/2002	

FACILITY REQUESTED _____ ACTIVITY _____

DAY OF WEEK _____ DATE _____ HOURS _____
(use additional sheet if more than one day) FROM _____ TO _____

ESTIMATED # OF PARTICIPANTS / SPECTATORS _____

RESPONSIBLE PERSON (Must be on site during permit hours) _____ PHONE () _____ () _____
WORK HOME

ORGANIZATION (if applicable) _____

APPLICANT'S ADDRESS _____ CITY _____ STATE _____ ZIP CODE _____

E-MAIL ADDRESS _____ WEBSITE ADDRESS _____

AREA REQUESTED

_____ Athletic Fields (be specific)	_____ Gym
_____ Conference/Meeting Room	_____ Ice Rink
_____ Danforth Auditorium/Kitchen	_____ Pool
_____ Gazebo, Lunsford	_____ Restrooms
_____ Gazebo, Maplewood Large	_____ Stardust Ballroom/Kitchen (Edgerton only)
_____ Gazebo, Maplewood Small	_____ Other (please be specific)

SPECIAL NEEDS

Are you requesting permission to serve alcoholic beverages (beer and wine only)?
Are you requesting permission to erect a tent?
Are you requesting permission to vend food items?
Do you think your event is one of the following: Festival, Block Party, Parade, Walk or Race?
Are you charging an entrance fee?

Circle One:

Yes	No
Yes	No
Yes	No
Yes	No
Yes	No

DESCRIBE SUPERVISION/SECURITY TO BE PROVIDED BY PERMITTEE (attach security contract and insurance certificate upon request)

Release and Indemnification Certificate

In consideration of the use of certain facilities owned by the City of Rochester and located at _____, Rochester, New York, I, _____ and my guests, hereby release said City, its officers, employees, agents and servants from any and all liability, loss, attorney's fees or other expense whatsoever, resulting from personal injury, including death, or property damage or loss to myself or my guests arising out of the use of such facilities on the date(s) specified herein, unless such injury results from the sole negligence of the City. I hereby further agree to indemnify and to save harmless said City from any and all liability, loss, attorney's fees or other expense resulting from my negligence or intentional misconduct or that of my guests, employees or agents during the use of the facilities.

Applicant's Signature _____ Date _____

Sworn before me this _____ day of _____, 20 _____

Notary Public/Commissioner of Deeds _____ Expiration Date _____

SEE REVERSE SIDE FOR PROCEDURES AND REGULATIONS